

**Work Plan for Early Learning Council Access Study
Human Services Policy Center, University of Washington
January to September, 2006**

Date	Stakeholder Group	Policy Discussion	Specific Questions to Answer
1/24	ELC	<ul style="list-style-type: none"> • Overview of Study and Policy Specifications. • Work plan revisions and approval of study plan. 	<ul style="list-style-type: none"> • Which stakeholder group makes which decision? • Universal access—fee vs. free? • Full-day, full-year? • Phase-in until 2020?
Feb-March	QRIS TAC	<ul style="list-style-type: none"> • Staff:child ratios • Teaching Staff mix of degrees. • Professional development. 	<ul style="list-style-type: none"> • How many center Administrative Directors per 100 children should be required in QRIS levels 1,3, and 5? • How many Administrative Assistants should be required for every 100 children in QRIS levels 1, 3, and 5? • Confirmation of Teaching Staff to child ratios at QRIS level 1 and 5.

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			<ul style="list-style-type: none"> • How many Teaching Staff per Child should be required at QRIS level 3? • Confirmation of teaching staff mix of required degree levels by age group (infants, toddlers, preschoolers, family child care) at QRIS levels 1,3,5. What percentage of the teaching staff is required to have a MA, BA, or AA for each age group at each level? How many hours per year of release time should we budget for center based teachers and family child care providers? • How much should we allocate for tuition expenses per staff person or family child care provider per year? • How much should we allocate in supplemental expenses (books, travel, child care) per staff member or family child care provider per year? • How much do we budget for institutional subsidies for centers and family child care

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			<p>providers per year?</p> <ul style="list-style-type: none"> • What percent of staff do we want to participate each year? • What proportion of tuition expenses should be covered each year for each degree level (<BA, =BA, >BA)?
2/13	Steering Committee	<ul style="list-style-type: none"> • Overview of Study and Policy Specifications. • Work plan and deliverables. 	
2/21	ELC	<ul style="list-style-type: none"> • Salaries • Benefits • Other services • Non-Personnel Expenses • Regulation • Governance and Administration • Financial Assistance Policies • Review of QRIS TAC specifications 	<ul style="list-style-type: none"> • What salary range should we target for teachers at each credential level? • What average salary do we anticipate for each credential level? • What benefit level do we expect? • What staff:child ratios (per 100 children) are desired for family resources, health services, and therapists for special needs? • What amount per child should we allocate to non-personnel expenses such as % occupancy

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			<p>rent, % food, overhead, insurance, and other?</p> <ul style="list-style-type: none"> • How many licensing visits are required per year at QRIS levels 1 through 5? • How many sites does each licensor regulate at QRIS levels 1-5? • How much should we allocate for governance and system costs? • What is the maximum eligibility level for families (in terms of 2005 FPL for family of 4)? • Do we require parental employment to receive a subsidy? • What is the maximum number of hour of care per week covered by the voucher (including travel time)? • What are the eligibility guidelines for provider subsidies (in terms of 2005 FPL for family of 4)? • What portion of the provider's total cost is covered by the

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			subsidy? <ul style="list-style-type: none"> Are there special conditions to receive the provider subsidy (for example, minimum number of hours per week of care provided)? Any other components to the Financing Mechanisms?
3/23	ELC	<ul style="list-style-type: none"> Review Round I Policy Choices. 	
4/10	Steering Committee		
4/18	ELC	<ul style="list-style-type: none"> Present analysis of hourly cost and QRIS differentials. 	<ul style="list-style-type: none"> Clarification
April	QRIS TAC		
5/15	Steering Committee		
5/23	ELC		
May	QRIS TAC		
6/14	Steering Committee		
6/ 28	ELC	<ul style="list-style-type: none"> Present Round 	

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		I Results and modify for Round II.	
7/10	Steering Committee	<ul style="list-style-type: none"> • Present Round I results. 	
7/18	ELC	<ul style="list-style-type: none"> • Modify specifications for Round II. 	<ul style="list-style-type: none"> • TBD
July	QRIS TAC		
8/7	Steering Committee		
8/22	ELC	<ul style="list-style-type: none"> • Present Round II Policy Choices 	
9/12	Steering Committee	<ul style="list-style-type: none"> • Present Round II Policy Choices 	